

DD/A Registry
File 04114

OFFICE OF SECURITY
EMERGENCY FORCE PLAN

I. MISSION

The general mission of the Office of Security Emergency Force is to assist the Director of Security in the discharge of his responsibility to protect CIA personnel, classified matter, property, and installations during emergencies.

II. IMPLEMENTATION

The plan becomes effective upon the order of the Director of Security or his designee.

III. COMMAND

The Director of Security is Commander of all Office of Security Emergency Force elements and has the authority and responsibility to direct their operations and activities. The Director of Security has delegated to the Chief, Physical Security Division the task of implementing the Office of Security Emergency Force Plan. For this, the Director of Security has authorized the Chief, Physical Security Division to call upon all components of the Office of Security for supplemental personnel and support. In exercising this authority, the Chief, Physical Security Division will be responsible to the Director of Security or the Deputy Director of Security through the Deputy Director of Security (PTOS). Senior Security Officers assigned to Agency buildings other than Headquarters will be designated Area Commanders with responsibility as detailed in this Plan. Area Commanders, for purposes of this Plan, are directly responsible to the Director of Security through the Chief, Physical Security Division.

All Security Officers assigned to the Office of Security Emergency Force Plan will be placed under the immediate direction of the Area Commander concerned or the Chief, Physical Security Division. Security Officers will be briefed on their duties and responsibilities by the Director of Security or the Chief, Physical Security Division (see Annex A).

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IV. ALERTS

To assist in determining the type of emergency situation that exists, three types of alerts have been established. The Director of Security, through the Deputy Director of Security (PTOS) and the Chief, Physical Security Division, will notify all Area Commanders that an alert status exists, causing the Area Commanders to assume a predetermined course of action. The three types of alerts are:

A. Blue Alert:

Low Level Alert - Intelligence reports indicate that trouble may occur - a state of readiness must be assumed.

B. Yellow Alert:

High Level Alert - Trouble is imminent. Personnel will man their posts.

C. Red Alert:

Trouble has broken out in certain areas.

V. NOTIFICATION

The Chief, Physical Security Division, or his designee, will arrange for the receipt and dissemination of intelligence and warning information to all Area Commanders. In addition, he will notify the Area Commanders when an Alert status exists, and depending on the severity of the emergency situation, cause certain existing plans to be implemented. The Area Commanders will keep the senior Agency official in his area of responsibility informed of the situation and all actions being contemplated. Although the Chief, Physical Security Division will assign (and augment where needed) personnel to assist the Area Commanders, it will be the latter's responsibility to contact each individual so assigned and cause a certain number to report for duty.

VI. SECURITY COMMAND CENTER

When circumstances warrant, such as the existence of a Yellow or Red Alert, the Security Command Center will be activated. It will be located in

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Center will be manned by the Director of Security, the Deputy Director of Security (PTOS), and the Chief, Physical Security Division, or their designees. The Security Command Center will be the focal point for all activities and direct implementation of the Emergency Plan during Yellow or Red Alert conditions.

VII. INTELLIGENCE

The Chief, Operations Support Branch, Security Support Division, PSI (C/OSB/SSD/PSI) will act as the Intelligence Officer both before and during activation of this Plan. He will be responsible for collecting, evaluating, and disseminating intelligence and advisory reports concerned with potential threats against Agency personnel and facilities. All intelligence information pertaining to such threats received from any source should be reported to the C/OSB/SSD/PSI.

VIII. AUGMENTATION

Depending on intelligence and situation reports, the Chief, Physical Security Division will augment or lessen the Plan and Annexes from time to time during any period of emergency to meet all situations as they develop.

IX. CONCEPT

Although attempts are made through intelligence sources to ascertain when and how an emergency situation will occur, it is impossible to predict exactly when an emergency situation might jeopardize the security of Agency facilities. The Plan, therefore, provides for actions during normal duty hours, non-duty hours, weekends, and holidays. Ordinarily, Agency personnel will continue their normal activities at all facilities in the greater Washington area. In the event that intelligence is received to indicate that violence may be directed against Agency personnel or facilities, competent authority may authorize the dismissal of personnel. Depending upon the time an alert is received, a requirement may be established for continuous manning of certain selected installations. During the period of emergency at any Agency location, admittance will be limited to Agency employees, to bona fide members of law enforcement elements lending assistance, and to those who have official Government business.

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X. LIAISON

Liaison at all times with other Government agencies and departments, plus local and state law enforcement agencies, is of paramount importance to the success of this Emergency Plan. Only through the free exchange of information to all parties concerned can the Director of Security make proper evaluations and decisions for the protection of Agency personnel and facilities. See Annex B for specific liaison duties.

XI. AGENCY SUPPORT

Upon declaration of Blue Alert conditions, the Director of Security, or his designee, will alert other Agency components and may request appropriate assistance and support from such elements as Office of Logistics, Office of General Counsel and Office of Medical Services. During Yellow or Red Alert conditions, the Office of General Counsel will be requested to detail a representative to the Security Command Center, and the Office of Medical Services will be requested to staff an emergency medical facility. Office of Logistics will be requested to render support in the form of transportation, rations, bedding, etc., as may be required.

XII. MILITARY SUPPORT

When intelligence indicates a probable need for federal troop assistance, the Director of Security, after consultation with the Deputy Director of Administration, will arrange with the Office of General Counsel to consult with the Department of Justice.

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